

Minutes of the Regular Meeting  
Human Services Commission  
Monday, May 24, 2004  
Via Linda Senior Center

Present: Chairperson Diane Fausel, Vice-chair Dave Bachmann, Commissioners Alik Coudroglou and Donna Reid

Absent and excused: Commissioners John Bitenc, Donna Reid, Seymour Resnick

Staff Present: Connie James, Mark Bethel, Dawn Cagan, Jan Cameron, Cindy Ensign, Beverly Johnson, Diane Kallal, Valerie Kime-Trujillo and Mary Kay Rieke

#### CALL TO ORDER

Chairperson Fausel called the meeting to order at 5:15 pm

#### APPROVAL OF MINUTES

Commissioner Reid noted there was a correction on Page 3 of the minutes under Adjournment it should read "Vice-chair Bachmann."

Vice-chair Bachmann moved to approve the minutes of the May 13, 2004 as corrected. Commissioner Reid seconded and the motion carried unanimously.

#### JOINT COMMISSIONS

Connie James, Director of Human Services, led the Commission in a discussion of the joint meetings of April 15, 2004 with the City of Mesa and the Mesa United Way. The Commission looked at possible joint funding application. The Commission asked if staff could create a central theme for all of the fundings.

#### 2005/2006 FUNDING CYCLE FOR CDBG/HOME/SCOTTSDALE CARES/GENERAL AND ENDOWMENT FUNDS

Mark Bethel, Community Assistance Manager, provided information on the upcoming 05/06 CDBG/HOME/Scottsdale Cares/General fund Contracts funding cycle. Mr. Bethel provided graphs that summarized this year's funding processes. There was \$2.2 million for 04-05 with 2/3 of that coming from housing related activities. That was an increase of \$300,000 from last year's allocations mostly from the HOME program. Mr. Bethel reviewed the application process and asked for any suggestions or changes the Commission would like to see. The tentative calendar includes October 6, 2004 Applicant Orientation and discussion of funding sources; November 22, 2004 deadline for submission; February 7 and 9 hearings, February 15 Housing Board hears housing related proposals; Vice-Chair Bachmann asked if a member of the Human Services Commission will sit with the Housing Board. Mr. Bethel said we can have a commissioner sit it.

Chairperson Fausel asked if a merger of the 2 commissions was planned. Mr. Bethel said that before 2001 the process was inverse where the Human Services Commission heard all requests and the Housing Board member sat in. When there was a restructuring of the Housing Department the Housing Board started to hear the housing proposals then make recommendations to the Human Services Commission. Chairperson Fausel said it seems perhaps there is an opportunity to streamline that process. Mr. Bethel said staff is willing to do whatever it takes to get the job done. It is a duplicate process as it stands now. Ms. James said the ultimate responsibility of any decisions lies with the Human Services Commission. Chairperson Fausel said it seems this might be a good time to reverse the trend and make it more efficient for everyone and eliminate the duplication. Vice-chair Bachmann said it could provide a better understanding of the applications. Mr. Bethel said staff could talk to the Housing Board and possibly have a joint meeting in September. The Housing Board likes taking a vested interest in the recommendations. Staff can start the discussions with them on June 8<sup>th</sup>. Vice-chair Bachmann asked

how long is that process. Mr. Bethel said there are about 5 or 6 applications that are allotted 20 minutes each. Ms. James noted in the past when the Housing Board member sat in it provided a dual purpose of information and they learned about ancillary programs. Chairperson Fausel said this would not dissolve that board and they would continue with their activities. Mr. Bethel said the reason for moving them was a result of an internal reorganization. Ms. James said Mr. Bethel could start the dialog and have a joint meeting in the fall.

Mr. Bethel said next year a new Consolidated Plan would need to be developed as required by HUD. It is to be a strategy on how to expend the funds allocated over the next 5 years. It will include the first year action plan that will go to the City Council. HUD will supply technical assistance in July. Paul Ludwick, Human Services Manager, will assist with the development of the plan. Priorities for the community will be set out in this document. This is an 8-month process that will include public meetings. A draft will be provided to the Commission by October 28, 2004. Staff will do the same with the Housing Board. It will then be approved by the City Council on or about April 19, 2005 but it could be in March. Chairperson Fausel noted this would be a good educational tool for the new City Council members. Chairperson Fausel asked if a Council member would be assigned to serve with the Human Services Commission. Ms. James said that happened in the past, however there currently are too many commissions. Mr. Bethel said drafts would be posted on the Internet. There is an emphasis on the revitalization of Original Scottsdale.

Diane Kallal, Senior Grants Program Specialist, has received the agency feedback with no negative feedback. Staff received an enormous amount of feedback and the comments were positive indicating Scottsdale was easy to work with. They liked being able to be considered for 3 funding sources just by checking the box on the application. They appreciated making presentations during working hours and liked getting evaluation sheets ahead of time. Vice-chair Bachmann suggested staff stress that the agency should have a spokesperson that understands the program at the orientation meeting. Ms. Kallal indicated that she would emphasize that at the orientation.

Ms. James asked if a joint application should be pursued. Vice-chair Bachmann said if the agencies are happy with what we are doing why change. Mr. Bethel noted that the City's counterparts are structured differently. Commissioner Reid asked how difficult is to develop one model. Ms. Kime-Trujillo said many hours were spent by the Arizona Grant Makers Forum in the development of the Arizona Common Grant Application used by non-profit organizations. It would have to go back before the Purchasing Director if there are significant revisions. Staff could start the ball rolling by incorporating some items now. Chairperson Fausel said it would be useful to include "From whom are you requesting other funding and how much for how many citizens." Mr. Bethel said there is a similar question in the current applicant. Ms. James noted that questions would become more important as we have more collaborations. Chairperson Fausel said it would be informative to know what the proportionate amounts are for the population served. Ms. Kallal noted the application asks for their overall budget, which will show the current funding they have received. Chairperson Fausel asked if the agency returns unused funds. Mr. Bethel said in CDBG we are allowed to extend the 1-year contract for another year. It has been our policy not to extend public service contracts. Social Services funds are distributed one-half at the start and the other half when the agency provides a performance report. Commissioner Reid asked is this information available to other cities. Mr. Bethel said there hasn't been that type of dialog and that could be a cumbersome process.

Ms. James asked if there is a special project the Commission would like to see added. The Commission will think about it this summer and discuss it at the fall retreat. If the Commission wants to add a welcome letter for the orientation packet it could address the needs that the Commission feels it wants to see.

#### COMMISSIONER SITE VISITS

Connie James, Human Services Director, discussed with the Commission the proposed site visits for the 2004-05 year. The Commission, as a whole, visited the East Valley Men's Shelter this year. Vice-chair Bachmann commented that it is a much better experience when the whole group attends together. Suggested agencies for site visits include: homeless shelters (CASS), shelters for families - possibly LaMesita, and other different types of shelters; the agencies where the most money is allocated such as

CASS, Community Bridges and Scottsdale Foundation for the Handicapped-Osborn facility; and revisit the Family Advocacy Center.

#### COMMISSION PRESENTATION SUGGESTIONS FOR 04/05

Connie James, Human Services Director, discussed with the Commission their ideas, preferences, and interests for presentations for next year's agenda. There was discussion on getting the word out to citizens to remind them about the utility donation they can make in their billing to Scottsdale Cares. Ms. Kime-Trujillo said that next year is the 10-year anniversary of Scottsdale Cares so it will be an opportune time to get the word out to citizens. Ms. James said that she had attended a City Council meeting recently where the AZ Action for Foster Children had a spokesperson who used the time allocated before the regular agenda items to speak to the Council about what their agency does. This type of forum is a good opportunity for agencies to use to let the council and citizens know about their agency and the important role Scottsdale Cares funding plays.

Suggested presentations for next year's agenda include: invite the agency that gets the Intergovernmental Agreement (IGA) for prevention services; invite the new school superintendent to come to a meeting; Scottsdale Healthcare to speak on health and obesity; a presentation on the revitalization of south Scottsdale-area south of Indian Bend; update on new Senior Center; homelessness and families; and senior issues.

#### STAFF AND COMMISSION UPDATES

Valerie Kime-Trujillo, Resource Development Specialist, advised that a fundraiser for Scottsdale Cares would be held on July 12, 2004 at the Outback Steakhouse. Connie James, Human Services Director advised that the Early Childhood Learning Center that the YMCA has operated for the last couple of years has lost money and will have to close on August 15, 2004 due to a lack of subsidies. A Blue Ribbon Committee has been formed and has had internal brainstorming sessions on what to do at the center. There are some good opportunities to see if Head Start can expand and take another room for early childhood; possibly have Scottsdale Community College teach parents to be caregivers. Staff will provide an update to the Commission in September.

Chairperson Fausel expressed her thanks to staff for making her job easier and the Commission meetings a highlight. Vice-chair Bachmann and Commissioner Reid also shared their gratitude and commended the staff for their professionalism, preparedness, organization, and pleasant manner.

#### OPEN CALL TO THE PUBLIC

Chairperson Fausel called for any items from the floor. There were none.

#### ADJOURNMENT

With no further business to be brought before the Commission, Chairperson Fausel adjourned the meeting at 6:47 p.m.

Respectfully submitted by Ruth Johnson and Beverly Johnson, joint Recording Secretaries

Meets established criteria.

Connie James, Director  
Human Services